

**ALABAMA COMMUNITY COLLEGE SYSTEM BOARD OF TRUSTEES
MINUTES OF THE MEETING HELD ON
WEDNESDAY July 10, 2019, 10:01 A.M.**

The Alabama Community College System Board of Trustees (also referred to herein as the Board) held a meeting at 10:01 a.m. on Wednesday, July 10, 2019, in the Board Room of the Alabama Community College System building in Montgomery, Alabama. The meeting was called in accordance with Act No. 2015-125.

**PRESIDING: MR. AL THOMPSON
CHAIRMAN**

The meeting was called to order by Mr. Thompson.

The invocation was delivered by Reverend Dr. Brian Miller of Aldersgate United Methodist Church and was followed by the Pledge of Allegiance.

On roll call, the following Board members were present:

Mr. Al Thompson
Mr. John Mitchell
Mr. Matthew Woods (by telephone)
Ms. Crystal Brown
Mr. Milton Davis
Ms. Susan Foy
Mr. Chuck Smith
Mr. Jeffrey Newman

Also present was Mr. Jimmy H. Baker, Chancellor of the Alabama Community College System. Absent were Mr. Blake McAnally and Governor Kay Ivey.

APPROVAL OF AGENDA

On motion by Mr. Davis, second by Ms. Brown the agenda was approved unanimously without discussion as presented.

APPROVAL OF MINUTES

On motion by Ms. Brown, second by Mr. Smith, the Board voted unanimously to adopt the Minutes of the June 12, 2019 meeting as presented without discussion.

SECTION VI
PUBLIC COMMENT

There were no individuals registered to speak during the Public Comment portion of the meeting.

Chairman Thompson recognized the Central Alabama Community College Men's Golf Team.

SECTION VII
NEW BUSINESS – ELECTION OF BOARD OFFICERS

Mr. Thompson opened the floor for nominations for Chairman. Ms. Brown nominated Mr. Al Thompson as Chairman. Second by Mr. Chuck Smith. Mr. Thompson asked for other nominations. There were none. Mr. Thompson was elected by acclamation.

Mr. Thompson opened the floor for nominations for Vice Chairman. Mr. Smith nominated Mr. Milton Davis as Vice Chairman. Second by Ms. Brown. Mr. Thompson asked for other nominations. There were none. Mr. Davis was elected by acclamation.

SECTION VIII
(ACADEMIC AND STUDENT AFFAIRS, ADULT EDUCATION, FACILITIES, FISCAL, INFORMATION TECHNOLOGY, AND WORKFORCE DEVELOPMENT)

ADOPTED

WALLACE STATE COMMUNITY COLLEGE-SELMA
ADDITION OF INSTRUCTIONAL SITES

On motion by Mr. Davis, second by Mr. Smith, the Board unanimously approved Wallace State Community College – Selma's request for two additional instructional sites. Fiscal Consideration: The operation of these sites proposed herein are within the budget of the College.

ENTERPRISE STATE COMMUNITY COLLEGE
ASSOCIATE IN APPLIED SCIENCE DEGREE IN MACHINE TOOL TECHNOLOGY

On motion by Mr. Mitchell, second by Ms. Foy, the Board unanimously approved Enterprise State Community College's application for an Associate in Applied Science degree in Machine Tool Technology, to be implemented Fall Semester 2019. Fiscal Consideration: The College estimates that a total of \$898,130 is required to support the program and \$1,166,530 is projected to be available through internal allocations, tuition and extramural funds.

**ALABAMA COMMUNITY COLLEGE SYSTEM FOR BENEFIT OF LAWSON STATE
COMMUNITY COLLEGE
PURCHASE OF PROPERTIES**

On motion by Mr. Davis, second by Ms. Brown, the Board unanimously authorized the Alabama Community College System to purchase for the benefit of Lawson State Community College, properties located at 3612 Viola Avenue Southwest and 3616 Viola Avenue Southwest, Birmingham, Alabama.

Fiscal Consideration: \$30,000 Property Purchase Price
\$ 6,950 Non-recurring closing costs
\$36,950 To be paid from Lawson State Unexpended Plant Funds

**ALABAMA COMMUNITY COLLEGE SYSTEM
ALLOCATION OF 2019-2020 TWO-YEAR COLLEGE SYSTEM AND PRISON
EDUCATION OPERATIONS AND MAINTENANCE APPROPRIATION**

On motion by Mr. Smith, second by Ms. Brown, the Board unanimously approved the allocation of the 2019-2020 Education Trust Fund (ETF) appropriation for operations and maintenance of the two-year colleges and the prison education appropriation as recommended by the Chancellor.

Fiscal Consideration: \$331,186,707 College Operations and Maintenance (ETF)
12,533,615 Prison Education and Operations and Maintenance (ETF)
\$343,720,322

**SECTION VIII
(EXECUTIVE, LEGAL AND PUBLIC INFORMATION)**

Chairman Thompson recognized Dr. Susan Burrow, President of Central Alabama Community College. Dr. Burrow announced that the Men's Golf Team had won the NJCAA Men's Golf Championship. She shared a video of the championship. In attendance were Coach Dave Jennings along with team members, Caleb O'Toole, Jack Poole, Reed Love, Owen Burt and Dylan Moncus. In addition, Dr. Burrow recognized members of her staff in attendance to include Sherri Taylor, Dean of Students, Lisa Sawyer, Dean of Financial Services, Kathleen Thompson, Athletic Director and also recognized Dean Myrick, Commissioner of the Alabama Community Conference. Dr. Burrow read the Resolution honoring the Men's Golf Team.

Vice Chairman Davis congratulated the Men's Golf Team on their success and achievements academically for Central Alabama Community College and the Alabama Community College System.

ADOPTED

**CENTRAL ALABAMA COMMUNITY COLLEGE
RESOLUTION HONORING THE MEN'S GOLF TEAM**

On motion by Ms. Foy, second by Mr. Davis, the Board unanimously adopted a resolution honoring Central Alabama Community College's Men's Golf Team.

**ENTERPRISE STATE COMMUNITY COLLEGE
BOOKSTORE OPERATIONS AGREEMENT WITH BBA CORP.**

On motion by Mr. Mitchell, second by Mr. Smith, the Board unanimously authorized the President of Enterprise State Community College to execute a Bookstore Operation Agreement with BBA Corp.

Fiscal Consideration: BBA will pay Enterprise State a guaranteed commission of \$25,000 annually. In addition, Enterprise State shall receive a 5% commission on commissionable revenue that exceeds \$500,000. BBA will fund textbook scholarships annually in a total amount not to exceed \$5,000 per year. BBA will invest \$100,000 to provide a point of sale system at no costs to Enterprise State. BBA will also provide facility investment in the amount of \$100,000 to include installation of a coffee shop and create a new entrance to the bookstore on the Enterprise campus.

**CENTRAL ALABAMA COMMUNITY COLLEGE
BOOKSTORE OPERATION AGREEMENT WITH MBS DIRECT, LLC**

On motion by Mr. Davis, second by Ms. Foy, the Board unanimously authorized the President of Central Alabama Community College to execute a Bookstore Operation Agreement with MBS Direct, LLC.

Fiscal Consideration: MBS will pay Central Alabama Community College signing bonus of \$25,000. In addition, Central Alabama Community College shall receive a 10% commission on new and used print course materials, a 5% commission on rental course materials and a 2% commission on digital course materials. MBS will fund textbooks scholarships annually in a

total amount not to exceed \$7,500 per year. MBS will invest \$2,500 to provide iPad Ordering Kiosks.

CALHOUN COMMUNITY COLLEGE
BOOKSTORE OPERATION AGREEMENT WITH FOLLETT HIGHER EDUCATION
GROUP, INC.

On motion by Ms. Brown, second by Mr. Davis, the Board unanimously authorized the President of Calhoun Community College to enter into a bookstore operation and services agreement with Follett Higher Education Group, Inc for a term of ten years.

Fiscal Consideration: Follett will spend up to \$190,000 for store improvements to include fixtures. Follett will pay a guaranteed commission of \$210,000 annually plus 14% on commissionable sales over \$1,500,000 plus 15% on commissionable sales over \$2,500,000. Follett will pay 7% commission on all commissionable sales of digital course materials. In addition, Follett will fund textbook scholarships annually in a total amount not to exceed \$10,000 per year. Follett will make a one-time payment to the College in the amount of \$75,000.

SECTION IX
PERSONNEL

Ms. Charlene Finkelstein, Human Resources, introduced the following new employees:

Devon Duffield, Workforce Development Data Analyst
Lisa Rollan, Grants Coordinator
Patty Hughston, Executive Director, System Workforce and Solutions

Chancellor Baker stated that he received a letter advising that Mr. Sam Munnerlyn, President of Trenholm State Community College is retiring effective January 1, 2020. Mr. Munnerlyn has agreed to be available as a resource as the Alabama Community College System goes through the process of selecting a new president. Chancellor Baker stated that he is proud of Mr. Munnerlyn and the job he has done at Trenholm and he wishes him the best. In addition, Chancellor Baker stated that Dr. Herbert Riedel, President of Lurleen B. Wallace (Andalusia) had tendered his notice of retirement effective, October 31, 2019. Chancellor Baker commented that he is proud of the work that Dr. Riedel has done at the College and wishes him the best.

Chancellor Baker announced that he will be forming the search committees to include two members of the Board of Trustees as part of the search process to replace the two college presidents. In addition, Chancellor Baker announced the search process is underway for finding a permanent president at Coastal Alabama Community College.

SECTION X
(CHANCELLOR'S REPORT)

Chancellor Baker recognized Dr. Vicky Ohlson and Jeff Lynn. Chancellor Baker stated that Dr. Ohlson is heading up research issues and grant issues. He announced that the Alabama Community College System was a recipient of a 12-million-dollar grant from the United States Department of Labor. Mr. Lynn discussed and presented a power point presentation regarding the grant award and an overview of the programs benefited by this grant.

Chancellor Baker recognized Wallace McCartha for obtaining a consistent perfect audit with no findings for the past nine years with the State of Alabama Audit Division.

Chairman Thompson thanked everyone for their attendance.

SECTION XI
(DATE AND LOCATION OF NEXT MEETING)

The next Board meeting will be held in Montgomery at 10:00 a.m. on Wednesday, August 14, 2019, in the Board Room of the Alabama Community College System building in Montgomery, Alabama. A work session will follow at 10:30 a.m. and will also be held in the Board Room.

ADJOURNMENT

On a motion by Mr. Davis, second by Ms. Brown, the Board meeting was adjourned at 10:51 a.m.

Chairman

Chancellor